



DEPARTMENT OF THE ARMY
US ARMY SOLDIER SUPPORT INSTITUTE
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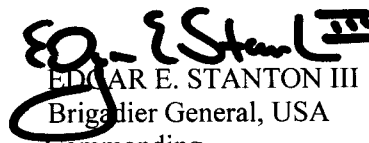
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ATSG-CG (600-20a)

MEMORANDUM FOR All Soldier Support Institute (SSI) Personnel

SUBJECT: Policy Memorandum #5 - Equal Employment Opportunity (EEO)

1. I am a strong advocate of the Department of the Army policy to provide equal opportunity in employment on the basis of merit, fitness, and capability without discrimination due to race, color, gender, religion, national origin, age, physical or mental handicap or reprisal. This applies to all employment-related actions (e.g., appointments, promotions, reassignments, discipline, training, etc.). I am personally committed to fully realizing this policy goal within the SSI.
2. The SSI must assume a leadership role in assuring equality of opportunity in employment. As a means to reach the goal of a more diverse work force, awareness and support for affirmative employment programs is highly encouraged. The Department of the Army has several emphasis special programs including the Federal Women's Program, Hispanic Employment Program, Black Employment, and the Handicapped Individual's Program. These programs serve as a means of ensuring EEO in hiring, advancement, training and treatment of minorities, women, and handicapped individuals.
3. I expect all supervisors to demonstrate their support for EEO as part of their overall performance. Non-supervisory personnel must accept personal responsibility for assuring that their personal conduct in the workplace is free of prohibited discrimination.
4. Civilian employees who believe they are a victim of discrimination related to EEO should speak with their supervisory chain, and can speak with the SSI EO Advisor or Post EEO Office for further guidance.
5. As we build a truly diverse work force, we must appreciate and fully use the strength of that diversity. I expect full cooperation in support of affirmative employment programs and everyone's personal commitment to incorporate the spirit and intent of EEO into every aspect of personnel management initiatives.
6. READINESS STARTS HERE!


EDGAR E. STANTON III
Brigadier General, USA
Commanding